



CITY OF HELOTES

Christmas Parade

December 12, 2015

Parade participants must read all Rules and Regulations and complete and return the following forms:

Registration Form.....☐

Media Release and
Waiver of Liability.....☐

Entry Fee and
Sponsorship Form☐

**All forms must be received
at Helotes City Hall by December 2, 2015.**

You will be notified before
the Parade of your entry number and line up location.

www.helotes-tx.gov



Christmas Parade **Rules and Regulations**

Rules and Regulations

On the day of the Parade, all entries must check in at the City booth located at the corner of Scenic Loop and Old Bandera Rds. beginning at 5:00 p.m. but no later than 6:30 p.m. The Christmas Parade will start at Antonio Dr. and travel south on Old Bandera Road. The Parade will then turn right onto Riggs Rd. and end at the intersection of Riggs Rd. and F.M. 1560. Only those entries approved by the City will be allowed to participate. If, on the day of the Parade, City representatives feel that your float does not comply with the following rules and regulations, the City reserves the right to eliminate your entry entirely.

- ❖ All entries, including walkers and cars, are encouraged to utilize Christmas lights.
- ❖ Entries are encouraged to bring their own music and sound system; however, music must be family-friendly and obscene language or lyrics are prohibited.
- ❖ Licensed adult drivers must drive all floats, and entries that require a specialized license must be driven by operators holding such licenses.
- ❖ All Parade entries must have an identification sign identifying the organization.
- ❖ All walking groups must provide a vehicle behind walkers for any walkers unable to complete the route.
- ❖ All participating children under the age of 18 must be supervised by an adult.
- ❖ All horse entries must pick up feces during the Parade and show proof of Coggin's Test before the Parade.
- ❖ Entries may not engage in behavior or actions that would endanger themselves or spectators along the street.
- ❖ No entry can stop or stall the Parade for any reason. Excluding emergency vehicles, once the Parade has started, no entry will be permitted to drop out of the line up.
- ❖ Non-compliance with any rule may result in the entry's immediate or future disqualification.
- ❖ No political advertising allowed, except for candidate name and office sought.
- ❖ Parade routines or demonstrations (dance, twirling, et cetera) will be limited to two (2) locations along the Parade route and should not exceed two (2) minutes each.
- ❖ Parade judging will occur 30 minutes before Parade start time.



Christmas Parade Registration Form

Organization name: _____

Entry name and theme of entry: _____

Entry contact person: _____

Mailing address: _____

Email address: _____

Phone number: _____ Cell number: _____

ENTRY TYPE

Choose one
that best applies.

LENGTH OF ENTRY

To include staging length
(not to exceed 100 feet).*

NUMBER OF PARTICIPANTS

Indicate the number of
participants/vehicles/animals.

____ Float	_____	_____
____ Car/Truck	_____	_____
____ Motorcycle	_____	_____
____ Farm Equipment	_____	_____
____ Heavy Equipment	_____	_____
____ Horse	_____	_____
____ Animal (other than horse)	_____	_____
____ Marching Unit	_____	_____
____ Marching Band	_____	_____
____ Walker/Cyclist	_____	_____
____ Other (please describe)	_____	_____

***Limit vehicle participation to five (5) or fewer vehicles not to exceed 100 feet long.**

Comments for Parade Announcers

(Please help us publicize your entry. Include names/titles of participants, a description of the entry, theme, colors, how long in business, location, etc.)

Will your entry have music? ☐ yes ☐ no

If yes, what kind? ☐ live band ☐ recorded ☐ vocal ☐ other

Will your entry make noise, such as sirens or honking horns? ☐ yes ☐ no

If yes, describe

Additional Notes / Requirements / Requests

The Parade will start at 7:00 p.m. or dark, whichever occurs first. Each entry must be in line in its assigned position at least thirty (30) minutes before the Parade starts. Each entry must maintain a minimum distance of twenty (20) feet between each entry.

**Courteous and professional behavior is expected from
all participants at all times.**

PROOF OF CURRENT AUTOMOBILE LIABILITY INSURANCE
MUST BE ENCLOSED WITH EACH PARADE PACKET.

I, _____, on my own behalf and on the behalf of all entry participants, understand all Rules and Regulations and agree to follow them. I further agree to inform all entry participants of the Rules and Regulations. I understand that non-compliance may result in removal from the Parade and the entry may not be allowed to participate in next year's Parade.

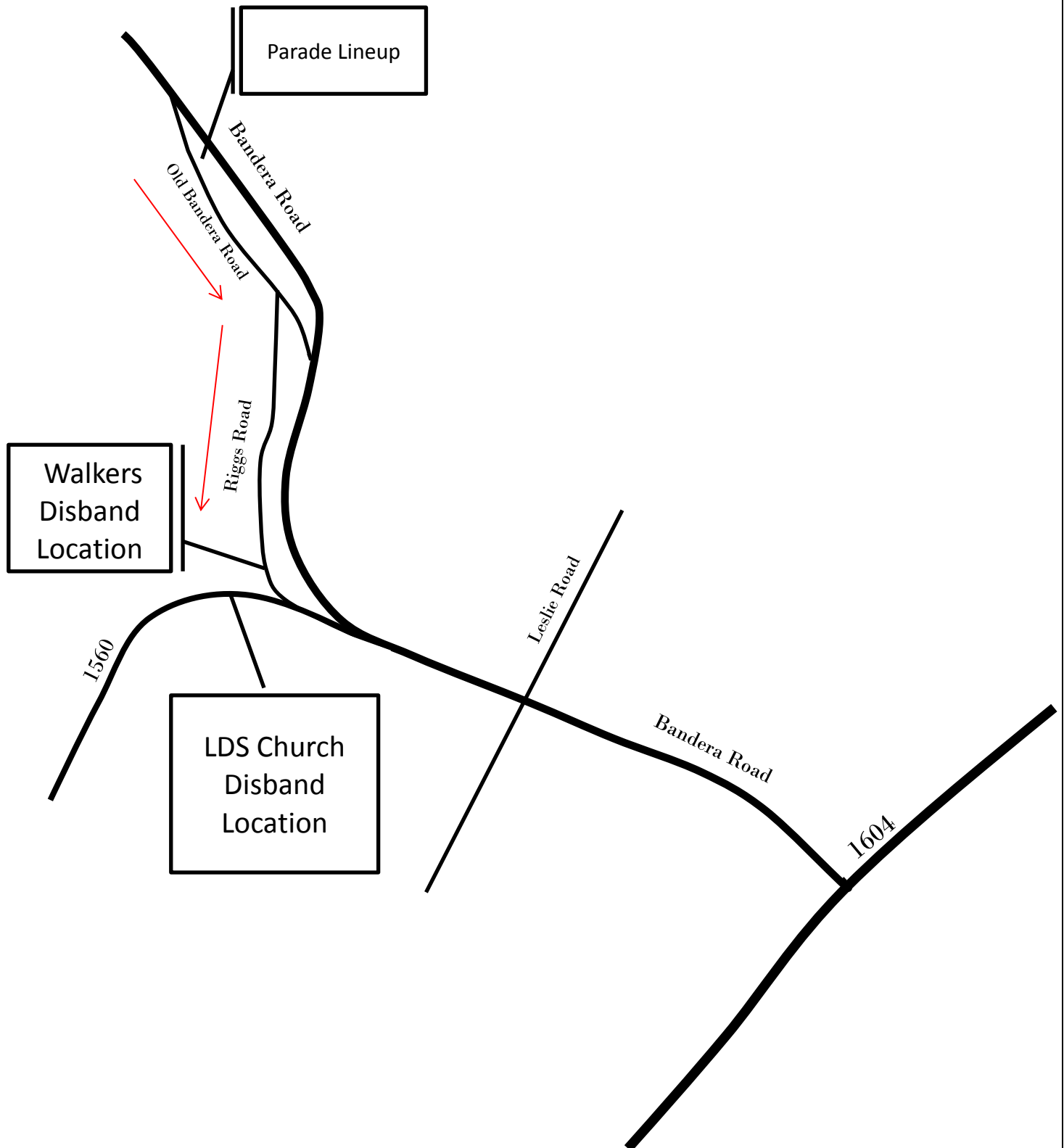
Signed _____ Date _____

Printed name _____

Return the completed Parade Packet to:
Attention: Christmas Parade
City of Helotes, P.O. Box 507, Helotes, Texas 78023
Telephone: (210) 695-5916 Fax: (210) 695-2123



Christmas Parade Map of Parade Route





Christmas Parade

Corporate Sponsor Packages

Platinum Sponsor: \$500

Print: The Express News Papers & Alpha Media Radio (Jack FM / KTSA)

- ❖ Advertising promoting the Parade and sponsors.
- ❖ Full color.
- ❖ Key placement.

Additional Recognitions:

- ❖ Banner recognition in Parade. Banner provided by City.
- ❖ Logo on website.

Gold Sponsor: \$250

Print: The Express News Papers

- ❖ Advertising promoting the Parade and sponsors.
- ❖ Full color.
- ❖ Key placement.

Additional Recognitions:

- ❖ Banner recognition in Parade. Banner provided by City.
- ❖ Logo on website.

Silver Sponsor: \$100

- ❖ Banner recognition in Parade. Banner provided by City.
- ❖ Logo on website.



Christmas Parade

Entry Fee and Sponsorship Form

Check all of the following that apply and indicate how many units of each:

	For-Profit Entry	Non-Profit Entry:
_____ Float Entry (incl. tow vehicle)	\$30	\$20
_____ Vehicle Entry	\$30	\$20
_____ Motorcycle Entry	\$25	\$10
_____ Farm Equipment/ Heavy Equipment	\$30	\$20
_____ Animal	\$25	\$10
_____ Walker	\$25	\$10
_____ Cyclist	\$25	\$10
_____ Marching Band	\$50	\$25

Wish to sponsor the Parade? If applicable, check one of the following and submit a check or money order with your Parade Packet.

_____ Platinum \$500
_____ Gold \$250
_____ Silver \$100

**PROOF OF CURRENT AUTOMOBILE LIABILITY INSURANCE
MUST BE ENCLOSED WITH EACH PARADE PACKET.**

My signature confirms that I have the authority to execute this Entry Fee Form and pay the entry fee for myself and/or my affiliated organization/company. I affirm that my selections above will reflect the entry presented to the City for review on the day of the Parade.

Signed: _____ Date: _____

Organization Name: _____



Christmas Parade

Media Release, Waivers of Liability, and Indemnity Agreement

*Signatures are required for each participant.

If needed, please continue on back.

Organization name: _____

Participant name: _____

Participant's address: _____

Participant's email address: _____

Participant's telephone number: _____

In consideration of the privilege of participating in the Christmas Parade (Parade), the receipt and sufficiency of which is acknowledged, I voluntarily grant unto the City of Helotes, its agents, representatives and assigns, and any media of any and all types whatsoever or other interested parties covering, web streaming, broadcasting, or communicating in any manner whatsoever any Parade and/or Parade event sponsored by the City of Helotes, the right to sell, record, broadcast and rebroadcast, duplicate, and/or otherwise exploit for pleasure or profit, in any media throughout the world, my performance in the Parade; and to use my name, likeness, voice, photograph, image, biographical information, or any other information or data about me concerning my involvement, participation, and connection with the City's and its representatives, agents, and assigns' promotion of the Parade and/or Parade activities.

For the same consideration described in paragraph one hereof, I, my agents, heirs and assigns, voluntarily agree to assume all risks and waive all liability to the maximum extent permitted by law associated with my involvement and participation in the Parade and/or Parade activities. I agree to forever save and hold harmless, release, indemnify and defend all of the following entities and individuals who shall hereinafter be referred to as the "indemnified parties:" the City of Helotes, its respective officials, managers, directors, employees, agents, successors, assigns, members, and volunteers, and any other individual or entity

working or acting on behalf of the City with regard to the Parade and/or Parade activities. I, my agents, heirs and assigns agree to forever save and hold harmless, release, and defend the "indemnified parties" from and against any and all claims, damages, liabilities, costs, expenses and the like including all attorney's fees, arising out of my involvement and participation in the Parade and/or any Parade activities, including without limitation any and all personal injuries, death including my death, damage to my property, or damage to the property of others resulting therefrom.

I also agree to and shall save and hold harmless, release, indemnify and defend from and against any and all claims of each and every type whatsoever, losses, damages, causes of action, suits and liability of each and every type, including all expenses of litigation, court costs, and attorney's fees for injury to or death of any person including myself, or for damage to any property arising out of or in connection with the Parade, whether such injury, death, or damages are caused by the sole negligence of the "indemnified parties" or the joint, or joint and several liability of the "indemnified parties" and any other person or entity including myself. I agree that this Media Release, and Waiver of Liability and Indemnity Agreement (hereinafter sometimes referred to as agreement) shall be exclusively governed by the laws of the State of Texas and that exclusive venue for any litigation, interpretation, or any matter whatsoever arising from the execution of this agreement shall be in a court of competent jurisdiction in Bexar County, Texas. By affixing my signature hereto, I warrant to the "indemnified parties" that I have read and understand this agreement, the information I have provided herein is true and correct, and I agree to abide by the rules set forth in the Parade packet and this Agreement. It is understood and agreed that this agreement shall at all times be liberally construed and interpreted so as to give the maximum legal effect to its intended purpose of providing the broadest waiver, release and indemnity permitted by law.

I have read, understand, and agree to abide by the rules set forth in the Parade packet and this Form.

Participant*

Date

*If the participant is not of legal age, a parent or guardian must also sign and date this form. I represent that I am the parent or guardian of the participant named below, that I am of legal age, that I have read and fully understand the foregoing Media Release and Waiver of Liability Form and that I do agree to be bound by the term set out above, individually and as the participant's parent or legal guardian and our respective heirs, executors, administrators, and assigns.

Participant	Parent or Legal Guardian	Date
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Participant	Parent or Legal Guardian	Date
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